

# Massachusetts Department of Labor Standards

## WINTER SAFETY TIPS FOR MUNICIPAL EMPLOYEES

The Massachusetts Department of Labor Standards wants to remind all DPW employees of the hazards that can be posed during routine duties throughout the winter months. Safety tips should be reinforced with all municipal employees to ensure their health and safety during the winter season.

### Aerial Lifts

**Hazard:** Electrocution, tip over, struck by other vehicles, while workers are scraping snow off roofs, installing/removing holiday decorations, or responding to emergencies.

#### Safety Tips:

- Never allow the aerial lift truck, boom, and bucket within 10 feet of energized power lines.
- Set up a work zone large enough to protect the truck, boom, and bucket from contact with traffic. Close the road if possible.
- Do not allow boom or bucket to extend over a lane of active traffic.
- Fully engage outriggers and pads on a stable, level surface.
- Do not exceed the load limits of the equipment.
- Keep the bucket and controls free of ice, dirt, and oil.
- Every worker inside the bucket must use fall restraint or fall protection.
- Never get into an aerial lift without proper training and equipment.



### Snow Blowers and Salt Trucks

**Hazard:** Hands and clothing can be caught by unguarded rotating machinery during routine sanding and truck maintenance.

#### Safety Tips:

- Keep machine guards on all rotating machinery.
- Inspect equipment after all maintenance to ensure guards have been replaced.
- Stop all motion before maintenance or clearing jams on: power train shafts, conveyor belts, and augers.
- Use Lockout/Tagout procedures to stop all power to energized equipment during maintenance.
- Block augers to prevent them from moving during maintenance.
- Wear tight-fitting clothing. Avoid gloves with gauntlets.



## High Visibility Clothing

**Hazard:** Struck by moving vehicles while working under icy road conditions or at night

### Safety Tips:

- Wear clothing with ANSI 107-2004 Class 3 label for greatest visibility when working at night, in poor weather, or when traffic speed exceeds 50 mph.
- Wear clothing with ANSI 107-2004 Class 2 label for daytime work, where traffic volume and speeds are low, and where there is a barrier between the worker and the traffic.
- High visibility clothing colors should set the worker apart from traffic barrels, cones, equipment, and vehicles.
- Make sure the retroreflective material is intact, not worn, missing, or faded.
- Use high visibility clothing for setting up/taking down work zones, flagging, incident response, and emergency utility work.



This ANSI Class 2 vest has reflective stripe on both shoulders, and a reflective stripe that completely wraps around the torso.

## Work Zones

**Hazard:** Struck by motorists or construction equipment, under low lighting, low visibility, inclement weather, high traffic volume and speeds, icy or unstable road conditions

### Safety Tips:

- Close the road to vehicle traffic when possible.
- Pre-plan the workzone and traffic control before work begins.
- Use enough cones, barrels, and traffic control devices.
- Establish a large enough work zone to ensure adequate notice to motorists.
- Illuminate the work zone.
- Use high visibility clothing that is labeled ANSI 107-2004 Class 2 or Class 3.
- Provide training for workzone set-up and traffic control.
- Consider road configurations, traffic speed, and weather conditions, when setting up the work zone.



## Diesel Fumes

**Hazard:** Carbon Monoxide and Hydrocarbons from diesel exhaust and combustion products in a poorly ventilated or enclosed garage

### Safety Tips:

- Open bay doors while vehicle engines are running.
- Minimize idling time.
- Vehicle exhaust pipes should not blow directly against doorways to other areas.
- Employ local exhaust ventilation whenever possible to capture fumes at the tailpipe and exhaust the fumes directly outside.
- Improve general ventilation with fans positioned close to the vehicle tailpipe.
- Seal off break rooms, rest rooms, and offices, while engines are running.
- Maintain engines in optimum condition with exhaust and emission control systems operational.

